

Meopham Parish Council
Minutes of a Planning Committee
held on Tuesday 25th July at 7.30pm
in the Windmill, Meopham Green

Committee Members present: Cllrs D Bramer (Chairman), M Bramer, Buchanan, Gofton, Hasler, Knott, Ogden, and Wade

In attendance: N Jerram (Clerical Assistant)

Item 1 **To receive Apologies for Absence**

P.11 Apologies were received from Cllr Luxford (attending GROWC meeting) and Cllr McTavish (unwell)

P.12 Cllr D Bramer requested that the absence of councillors who had not sent their apologies should be noted in all minutes. Members agreed that apologies should be received by committee members if they are unable to attend

Item 2 **To receive Declarations of Interests**

P.13 Cllrs Gofton and Wade declared an interest in planning applications to be discussed.

Item 3 **To approve the minutes from the previous meeting (20.06.17)**

P.14 Two typing errors were pointed out. Firstly on page 2 under 2017/0548 Meopham Lodge, repeated text to be deleted and last paragraph on page 4 the misspelt surname of Cllr Luxford.

P.15 The minutes were then approved on a proposal by Cllr Wade and seconded by Cllr Knott. There were 4 votes in a favour and 4 abstentions (due to non-attendance at the last Planning Committee meeting).

Item 4 **Planning Applications**

4.1 To consider and make recommendations on Planning Applications:

P.16 **2017/0624 - The Beeches, Ridge Lane, Meopham**
 Erection of a single storey side extension with a pitched roof

Cllr Gofton proposed an objection on the grounds of overdevelopment of land within the Green Belt. This was seconded by Cllr Wade and all voted in favour.

2017/0556 - North Lodge, Harvel Road, Meopham

Erection of single storey extension to form a garden room and a balcony to the first floor

No objection was proposed by Cllr Knott and seconded by Cllr D Bramer. All voted in favour.

2016/0145 - The Old Dairy, Bocoda Hill Farm, Wrotham Road, South Street, Meopham

AMENDED PLANS* Loft conversion to create larger roof space to existing first floor landing area, study and two bedrooms, with single storey rear extension to form garden room

No objection subject to neighbour consultation on boundary issues, Green Belt policy and planning officer recommendations was proposed by Cllr Wade and seconded by Cllr Knott. All voted in favour.

2017/0446 - Hilltop, Whitehill Road, Meopham

Erection of a part single and part two storey rear extension incorporating a hip to gable roof

No objection was proposed by Cllr Buchanan and seconded by Cllr Wade. All voted in favour.

2017/0662 - Former Coal Yard, Station Yard, Station Road, Meopham

Change of use of the building and land to self-storage (B8) and the siting of storage containers with associated parking for a temporary period of five years

Cllr Gofton declared an interest in the above planning application.

No objection subject to access through car park and not via Ediva Road with hours of access to be restricted was proposed by Cllr Buchanan and seconded by Cllr M Bramer. 7 members voted in favour with 1 abstention.

2017/0632 - In the rear garden of Graveney Lodge, Wrotham Road, Meopham DA13 0QQ

Erection of a two storey 5no. Bedroom dwelling with associated access drive and car parking

Cllr Hasler proposed an objection on the grounds of access issues. This was seconded by Cllr Knott, 6 members voted in favour of objection with 2 abstentions.

2017/0587 - Alfrene, 3 School Lane, Meopham

Removal of front bedroom window to replace with a door and matching glazed panel. Opening to remain same width with no increase in overall height

No objection was proposed by Cllr D Bramer and seconded by Cllr Gofton. All voted in favour.

2017/0270 - 13 Longfield Road, Meopham, DA13 0EW

*****AMENDED APPLICATION***** Creation of a vehicular access with associated block paved hard-standing area in the front garden

No objection was proposed by Cllr Wade and seconded by Cllr Knott. All voted in favour.

2017/0698 - 1 Meadfield Road, Meopham, DA13 0PR

Retention of infilling to the front porch canopy

No objection was proposed by Cllr Buchanan and seconded by Cllr M Bramer. All voted in favour.

2017/0741 - Firbank, Wrotham Road, Meopham, DA13 0AQ

Erection of two-storey 4 bedroom detached house with rooms in the roof space and integral garage. Extension of existing access drive to provide 2 car parking spaces for the existing neighbouring house

Cllr Wade declared an interest in the above planning application.

No objection was proposed by Cllr Knott and seconded by Cllr D Bramer. 7 members voted in favour with 1 abstention.

2017/0742 - 4 Dormers Drive, Meopham, DA13 0ES

Erection of a 2.13 metre high rear garden fence fronting Green Lane

No objection was proposed by Cllr Knott and seconded by Cllr Ogden. All voted in favour.

2017/0764 – 28 Evenden Road, Meopham, DA13 0HA

Erection of a single storey rear extension and conversion of the garage

No objection was proposed by Cllr Hasler and seconded by Cllr Ogden. All voted in favour.

2017/0748 – South Street Farm, Wrotham Road, Meopham, DA13 0QJ

Conversion of the existing stable buildings to create 3no. Three bedroom residential dwellings with associated works to the access and landscaping.

No objection was proposed by Cllr Buchanan and seconded by Cllr Ogden. All voted in favour.

2017/0732 – The Haven, Wrotham Road, Meopham, DA13 0HX

Erection of a single storey rear extension and part first floor extension to the side and rear to form swimming pool and master bedroom and erection of a detached triple garage.

Cllr D Bramer proposed an objection on the grounds of overdevelopment of land within the Conservation Area. This was seconded by Cllr Wade and all voted in favour of objection.

P.17

Cllr D Bramer asked members if they would want to attend a planning committee meeting during August recess. Following discussion members decided to try and avoid meeting in August unless absolutely necessary.

Meeting closed at 8.30 pm

Meopham Parish Council
Minutes of a Planning Committee
held on Tuesday 12th September at 7.30pm
in the Windmill, Meopham Green

Committee Members present: Cllrs Buchanan (Chairman), Hasler, Knott, Luxford, McTavish, and Wade

In attendance: S Eggesden (Clerk)

Item 1 To receive Apologies for Absence

P.18 Apologies were received from Cllrs D & M Bramer (holiday), Cllr Gofton, (holiday), Cllr Howard (family commitment), Cllr Ogden (family commitment and Cllr Powell (family commitment)

Item 2 To receive Declarations of Interests

P.19 There were no declarations of interest.

Item 3 To approve the minutes from the previous meeting (24.07.17)

P.20 The minutes were approved on a proposal by Cllr Knott and seconded by Cllr Buchanan. There were 4 votes in a favour and 2 abstentions (due to non-attendance at the last Planning Committee meeting).

Item 4 Planning Applications

4.1 To consider and make recommendations on Planning Applications:

P.21 **20160955 - Purvil Wood Cottage, Leywood Road, Meopham**

Revised Plan - Demolish existing conservatory and erection of a two storey and part single storey extension to the south end of the building to form living and bedroom with en-suite at first floor level and addition of a new entrance door and open canopy to the west elevation

This application determination date had been in August when the council was in recess. This was for noting only.

20170814 - Milles Feuilles, Ridge Lane, Meopham

Construction of two dormers in the front roof slope, two dormers in the rear roof slope and the replacement and expansion of existing terrace deck at the rear.

After considerable discussion on the comments received from Cllr M Bramer, members present felt that the council should not raise any objection as there was not an increase in the overall footprint. Cllr Knott proposed that an objection should be put forward on the grounds of excessive and inappropriate development in this part of the Green Belt, as Cllr M Bramer had put forward. This was seconded by Cllr Hasler. There were 2 votes in favour of this (Cllr Knott

and Hasler) and 4 against (Cllrs Buchanan, Luxford, McTavish and Wade). No objection would therefore be submitted as the comments.

20170845 - Bluebell Cottage, Harvel Road, Meopham

****AMENDED APPLICATION****Erection of two-storey side extension

Cllr Buchanan proposed a motion of no objection. This was seconded by Cllr Wade and all voted in favour.

20170832 - Woodhill House, Woodhill, Meopham

Erection of timber frame building to form a log store and storage

Cllr Luxford proposed a motion of no objection. This was seconded by Cllr McTavish and all voted in favour.

20170835 - 16 Blenheim Close, Meopham

Demolition of detached garage and erection of a single storey side and rear extension

Cllr Wade proposed a motion of no objection. This was seconded by Cllr Hasler and all voted in favour.

20170852 - Corner Patch, Wrotham Road, Culverstone

Retention of covered seating area extended from the existing outbuilding

Cllr Luxford proposed a motion of no objection. This was seconded by Cllr Hasler and all voted in favour.

20170876 - 1 Pine Rise, Meopham

Erection of a garage on the side elevation

Following a report from Cllr Knott and further discussion, Cllr Buchanan proposed a motion of No objection to the garage subject to the Conservation Officer's report on the tree and that it would not be converted into residential accommodation. This was seconded by Cllr Luxford and all voted in favour.

20170887 - Waywood, Norwood Lane, Meopham

Erection of a single storey rear extension with internal alterations

Cllr Knott proposed a motion of no objection. This was seconded by Cllr Luxford and all voted in favour.

20170736 - 20 Orchard Drive, Meopham DA13 0LW

Single storey rear extension with a depth of 5 metres, maximum height of 3.23 metres and eaves height of 2.85 metres

Cllr Buchanan proposed a motion of no objection. This was seconded by Cllr Luxford and all voted in favour.

20170906 - Hilltop, Whitehill Road, Meopham

Erection of single storey rear extension

Cllr Buchanan proposed a motion of no objection. This was seconded by Cllr Hasler and all voted in favour.

20170854 - Twin Trees, Ridge Lane, Meopham

Application for variation of condition 3 attached to planning permission reference number 20130874 for the erection of a stable block comprising two stables and tack /hay store; to allow the continued use as ancillary accommodation to the main dwelling

Cllr Luxford proposed a motion of no objection provided there is a caveat that the accommodation is strictly only ancillary to the main dwelling. This was seconded by Cllr Knott and all voted in favour.

20170916 - 16 Silver Birch Avenue, Meopham

Erection of a single storey rear extension to form conservatory

Cllr Luxford proposed a motion of no objection. This was seconded by Cllr Hasler and all voted in favour.

P.21

Cllr McTavish proposed that in future that the office laptop is available at the meetings to view any planning applications that members need to view and those who have ipads also bring these along. Members present all agreed with this.

Meeting closed at 8.00 pm

**Meopham Parish Council
Pitfield Green Toilets
Agenda Item 9.1**

Proposed Terms of Reference

Pitfield Green Toilets

- To monitor the building work that GBC have undertaken to do
- To review/obtain quotations for the operation of the toilets
- To review and check Health and Safety requirements
- To look at drafting a policy for the operation of the toilets
- To look at potential grant funding and sponsorship

The Working Group has no power to carry out decisions and they must report back to Full Council.

Following consultation with Invicta Law (Parish Council solicitor), they have confirmed that as the toilets are registered at the Land Registry along with the Leasehold, the matter will need to be dealt with by a Deed of Surrender. A draft of the surrender is attached. Provided this is agreed to by GBC without further amendments, the estimate for the legal fee is £350 plus VAT plus disbursements.

Deed of surrender

(1) The Meopham Parish Council

and

(2) Gravesham Borough Council

Relating to:

The Public Conveniences, Meopham Green, Meopham, Gravesend

Invicta Law Ltd

Priory Gate

29 Union Street

Maidstone

ME14 1PT

LL/Ken001:000009/MeophamPC

**invicta**law

Our legal expertise, your peace of mind

LAND REGISTRATION ACT 2002

TENANTS TITLE NUMBER: K981198

LANDLORDS TITLE NUMBER: N/A

ADMINISTRATIVE AREA: NOTTINGHAM

DATE

2017

PARTIES

- (1) Meopham Parish Council, The Windmill, Meopham Green, Wrotham Road, Meopham, Kent, DA13 0QA (the '**Landlord**')
 - (2) Gravesham Borough Council of Civic Centre, Windmill Street, Gravesend, Kent DA12 1AU. (the '**Tenant**')
 - 1 **Definitions**

Lease a lease dated 1 September 1955 and made between (1) The Parish Council of Meopham and (2) Strood Rural District Council and any documents supplemental to or collateral with it, whether or not expressed to be so

Property the premises demised by the Lease being the Public Conveniences, Meopham Green, Meopham, Gravesend

Rent Payment Day has the same meaning given to it in the Lease

2 Interpretation

- 2.1 Any covenant by more than one person is joint and several
- 2.2 Any covenant by the Tenant will be construed as being not only with the Landlord but also with any superior landlord
- 2.3 Any covenant on a party to this deed to do any act includes an obligation to procure that it is done

3 Recitals

- 3.1 This deed is supplemental to the Lease
- 3.2 The Landlord holds the immediate reversion to the Lease and the Tenant holds the unexpired residue of the term created by the Lease
- 3.3 The Tenant has agreed to surrender the Lease and the Landlord has agreed to accept that surrender on the terms set out in this deed

4 Surrender and acceptance

- 4.1 In consideration of the release contained in clause 6 the Tenant with full title guarantee surrenders the Lease to the Landlord so that the residue of the term of years created by the

Lease and all or any other estate, interest or right of the Tenant in or over the Property merges and is extinguished in the Landlord's reversion

- 4.2 In consideration of the release contained in clause 6 the Landlord accepts the surrender of the Lease

5 Reimbursement of rent

The Landlord agrees to reimburse the Tenant on the date of this deed such part of the Rent (as defined in the Lease) paid in advance as is attributable to the period between completion of the surrender and the following Rent Payment Day

6 Release

The parties each release the other party from any and all obligations contained in and all liabilities under the Lease whether past, present or future

7 Third Parties

Nothing in this deed is intended to confer any benefit on any person who is not party to it

8 Land Registry

The Tenant will immediately and at its own expense apply to the Land Registry to make all entries and cancellations necessary to give effect to this surrender and the Landlord confirms its consent to that application being made

The Landlord and Tenant request the closure of title K981198 and merger of the interest created by the Lease into the Landlords title being the land at Meopham Village Green which is currently unregistered.

9 Landlord as local authority

Nothing herein contained or done thereunder shall affect the powers of the Landlord as a local authority or in any capacity whatsoever under or by virtue of any public or local act order regulation statutory instrument or byelaw in operation from time to time.

This surrender has today been duly executed and delivered as a deed

THE COMMON SEAL of MEOPHAM PARISH COUNCIL was hereunto affixed to this Deed in the presence of:-	)) Authorised Signatory Member of Meopham Parish Council
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THE COMMON SEAL of GRAVESHAM BOROUGH COUNCIL was hereunto affixed to this Deed in the presence of:-	))	 Authorised Signatory Member of Gravesham Borough Council

**Meopham Parish Council
General Power of Competence
Agenda item 10**

The General Power of Competence is designed to make it easier for eligible councils to act. It is intended to permit eligible local councils, under the Localism Act 2011, to do anything that an individual might do, as long as other legislation does not forbid it.

Examples are as follow:-

- It could take over the running of a post office in order to save this vital parish facility due to closure
- Request a plastic recycling area in the parish, which the Borough Council could not provide due to cost. The Parish Council could make a contribution to the costs incurred by the Borough for providing this extra service

Once eligible for the General Power of Competence, the Council may adopt the power at any meeting of its Full Council. The council must confirm and minute it remains eligible at a relevant Annual Council Meeting.

Meopham Parish Council now has the qualifying conditions for attaining the General Power of Competence as follows:-

- At least two thirds of its vacancies have been filled by elected members (not co-opted)
- The Clerk is appropriately qualified (CiLCA qualification)

Sarah Egglesden
Clerk

